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HEP  
New file  
(C. G. Borch)

14 January 1972

MEMORANDUM FOR THE RECORD

SUBJECT: NPIC Records Meeting

1. On 14 January a meeting was held [REDACTED] to discuss what NPIC views as serious problems in storage of their film. Attendees at this meeting were [REDACTED]

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2. According to present projections, it is expected that NPIC will add 600 cubic feet per year of film to the Agency Records storage problem. At the present time all of the original film is considered permanent records; some 3,600 cubic feet of this type film is now held in the archives collection at the Archives and Records Center. In addition, 1,600 feet of film between 3 and 5 years old is now being held in [REDACTED] Relevant to this, in April 1971 at a meeting between NPIC personnel and [REDACTED] it was agreed that NPIC would retain original film for a period of 5 years before transferring it to the Records Center in lieu of the 3 year retention previously employed. It is evident from the remarks [REDACTED] that NPIC feels it has virtually exhausted its space [REDACTED] It is possible however, that there is still some expansion capability for film in the moveable shelving installed in [REDACTED]

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3. Among other options discussed to possibly provide a solution for this storage problem was the construction of a new building to house NPIC and IAS. We learned from [REDACTED] (and this was supported by earlier telephone conversation with [REDACTED] that the budgeting for a new NPIC building was struck from the 1973 budget, therefore, the earliest that A&E could be initiated would be FY 1974 and completion of the building could not be expected sooner than 1980. Thus, whether space is provided in the new NPIC building or not, that solution is no cure for the more immediate accumulation of film.

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4. Optimally, NPIC would prefer that we assure them that their film can be accommodated satisfactorily in the Agency Records Center. We made it clear that deposits of film in the Records Center would be counted against the 1000 foot volume growth limitation which is applied on a directorate basis, i.e., DDI. [REDACTED] agreed to examine plans of other DDI offices to determine the probable amount of records retirements from the DDI, thus possibly providing some immediate relief for NPIC film retirement.

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[REDACTED]

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Deputy Chief, Support Services Staff

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